

Minutes of the Criminal Justice Information Sharing Board Meeting
Thursday, February 15, 2007, 10:00 am CDT
Information Technology Department, Room 103
Bismarck, North Dakota 58502

Call to Order: The meeting was called to order by Lisa Feldner.

Board Members present: Lisa Feldner - Information Technology Department; Tom Trenbeath– Office of Attorney General; Chief Justice Gerald VandeWalle.

Members present: Pam Schafer – CJIS Director; Nancy Walz – Information Technology Department;

Members Absent: Jerry Kemmet – CJIS Executive Committee (BCI)

Agenda

Topic: Approve December 14, 2006, Meeting Minutes

Discussion:

Motion to approve December 14, 2006, Meeting Minutes by Justice Gerald VandeWalle; Second by Lisa Feldner; Unanimous Approval.

Topic: CJIS Architect Replacement

Discussion:

Pam Schafer distributed the original job description for the CJIS Architect and a new combined form which combines a business analyst job description with all of the information included on the Original CJIS Architect position. The Chief Justice stated by opening you may get broader candidates in business and we need to make sure we keep technical abilities. Pam will be meeting with Glenna Ellison, Ardy Pfaff, and Cher Thomas on further refining the Job Description.

Action:

The CJIS Board would like an informal meeting with a narrowed down group of candidates.

Topic: Legislative Session, Status of Agencies Budget and HB1219

Discussion:

- ✚ ITD – Lisa Feldner reported ITD's Budget was approved and CJIS Budget was intact with the exception of 3 fte's assigned to Desktop Support. Two CJIS fte's were placed in ITD's Budget by OMB and the House Approved.
 - ✚ Courts – Received their budget
 - ✚ Attorney General – received their budget plus 6 million extra for buildings. Tom will get back to the CJIS Board on the 2 fte's with the Attorney General's position. Currently, the AG's position is to have the positions within the AG's Budget.
 - ✚ HB1219 – Savin Grant – Nancy reported Chuck Placek testified on behalf of the HB1219 and the DOCR was removed and replaced with the CJIS Board. 3.3 Million Fiscal note was attached. Wording stated CJIS Board may establish and administer a SAVIN Program. This passed 90-0 in the House. It was stated by Chief that he has issues with this taking CJIS beyond its mission. Chief stated the CJIS Board should not be put in this position as this is releasing responsibly of DOCR and he may have conflict of interest. Nancy stated it is a worthy mission, the decision is if it should be distributed or centralization.
 - Position – Tom will discuss with appropriate legislative committee and present formal testimony
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Topic: Court Protection Order Project Status

Discussion:

Staff from ITD, CJIS, the Supreme Court, and the Attorney General's Office has conducted project meetings to define the layout of the XML schemas for the integration. ESI, a local vendor, has been hired by the Courts to do project management. ESI will begin developing an overall project schedule in order to manage the work effort of each of the agencies starting February 20, 2007.

Action:

It was noted the STOP Grant needs to be expended by June 30, 2007.

Topic: LERMS Integration Project

Discussion:

Staff from ITD, CJIS, the Supreme Court, and the Attorney General's Office has conducted project meetings to define the layout of the XML schemas for the integration. ESI, a local vendor, has been hired by the Courts to do project management. ESI will begin developing an overall project schedule in order to manage the work effort of each of the agencies starting February 20, 2007.

Pam Schafer presented the budget for purchasing the LERMS Integration

Kyle Forster, ITD Software Development Architect, presented the LERMS Integration Project Architecture. The ESB has the logic to re-use code from the Local Lerms integration to the Large Law Enforcement entities.

Approval:

Motion to approve LERMS Integration project integration architecture and budget by Justice Gerald VandeWalle; Second by Tom Trenbeath; Unanimous Approval

Topic: Other items

Discussion:

Should have another meeting in a month or so.

Meeting was adjourned at 12:05 p.m.